

FACILITIES AUTOMATION TECHNICIAN

Purpose:

To actively support and uphold the City's stated mission and values. To develop and maintain computerized, microprocessor, electronic, and pneumatic based controls for City facilities; and to coordinate and administer the installation, training and operation for all automated building and energy management systems.

Supervision Received and Exercised:

Receives general supervision from the Facilities Maintenance Supervisor, or from other management staff as needed.

Exercises functional and technical supervision over other facility maintenance staff.

Essential Functions:

Duties may include, but are not limited to, the following:

- Plan, recommend, design and implement solutions to building problems using automation technology; develop and implement standards and specifications for the construction, operation and maintenance of automated building systems.
- Coordinate programs and monitor the operation of automated building systems such as Energy Management Systems, HVAC controllers, card and keypad access controls, lighting controllers, burglar alarms and fire alarms; diagnose and repair malfunctioning automated building systems; evaluate current programs and recommends modifications for improvement of HVAC; review plans and provide suggestions and feedback to design engineers during the design phase of projects.
- Train and assist others in the operation and repair of automated building systems; coordinate the use of office information system resources, networks and communication systems resources and networks with automated building systems.
- Plan, develop, implement and maintain computerized databases; implement upgrades to automated building systems; provide technical direction and

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Facilities Automation Technician (continued)

support to the Engineering Section involving the management of construction projects containing automated building systems.

- Evaluate the effectiveness of current energy management strategies and building automation controls.
- Participate in the evaluation and selection of new and replacement hardware and software for automated building systems.
- Promote workplace safety awareness and understanding of potential workplace hazards and assist with the necessary training to avoid such hazards. Participate in safety initiatives.
- Work special events and be available on call, as necessary.

When assigned to Tempe Center for the Arts, in addition to the above duties:

- Work in tandem with the TCA Production Coordinator to identify and assist
 with production-related needs including, but not limited to, temporary power
 tie-ins and disconnects, theatrical equipment troubleshooting and repair,
 theatrical equipment periodic maintenance and special needs of facility users.
- Coordinate and schedule, in conjunction with the TCA Production Coordinator, shared responsibilities in the area of basic building maintenance and repairs including, but not limited to, light bulb replacement, air filter changes, minor cosmetic repairs, climate control regulation and general theater maintenance.
- Provide assistance and input, as necessary, with the planning and execution of events at the TCA.

Minimum Qualifications:

Experience:

Three years of work experience as a skilled electrician in HVAC operations and maintenance, including two years maintaining a computer based HVAC system and an energy management program. Knowledge of and experience with building automation controls similar to or the same as those currently in use within the City of Tempe is preferred.

Education:

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Facilities Automation Technician (continued)

Formal specialized training equivalent to a two year college program or specialized training in DDC (Direct Digital Control) controls, electronics and/or energy management.

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None

Examples of Physical and/or Mental Activities:

(Pending)

Competencies:

(Pending)

Job Code: 230

Status: Non-Exempt / Classified